



Narrative Information Sheet
Application for Brownfields Assessment Grant
Chittenden County Regional Planning Commission, Vermont

R01-21-A-018

1. Applicant Identification:
Chittenden County Regional Planning Commission (CCRPC)
110 West Canal Street, Suite 202 Winooski, VT 05404
2. Funding Requested:
 - a. Assessment Grant Type: Community-wide
 - b. Federal Funds Requested
 - i. Requested Amount: \$232,000
 - ii. Site-specific Assessment Grant Waiver: *not applicable*
3. Location:
 - a. City: City of Burlington and City of Winooski
 - b. County: Chittenden County
 - c. State or Reservation: Vermont
4. Property-Information for Site-Specific Applications: *not applicable*
5. Contacts:
 - a. Project Director: Daniel Albrecht, Senior Planner
Phone: (802) 861-0133, Email: dalbrecht@ccrpcvt.org
Chittenden County RPC 110 West Canal Street, Suite 202 Winooski, VT 05404
 - b. Chief Executive: Charles Baker, Executive Director
Phone: (802) 735-3500, Email: cbaker@ccrcvt.org
Chittenden County RPC 110 West Canal Street, Suite 202 Winooski, VT 05404
6. Population:
Target Areas: City of Burlington (42,513) and City of Winooski (7,232)
7. Other Factors Checklist:

<u>Other Factors</u>	<u>Page #</u>
Community population is 10,000 or less.	1 (Winooski)
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	<i>not applicable</i>
The priority brownfield site(s) is impacted by mine-scarred land.	<i>not applicable</i>
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street,	2

road, or other public thoroughfare separating them).	
The priority site(s) is in a federally designated flood plain.	2
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or will incorporate energy efficiency measures.	3

8. Letter from the State Environmental Authority: A letter of acknowledgement from the Vermont Department of Environmental Conservation is attached.

Threshold Criteria for Assessment Grants:

See attached

1. Applicant Eligibility
2. Community Involvement
3. Expenditure of Assessment Grant Funds



AGENCY OF NATURAL RESOURCES

State of Vermont
Department of Environmental Conservation
Waste Management & Prevention Division
1 National Life Drive – Davis 1
Montpelier, VT 05620-3704
(802) 249-5822
Patricia.coppolino@vermont.gov

October 15, 2020

Chittenden County Regional Planning Commission
Attn: Mr. Dan Albrecht
110 West Canal Street, Suite 202
Winooski, VT 05404

Dear Mr. Albrecht,

This letter will serve as acknowledgment that the Vermont Department of Environmental Conservation (DEC) has received notice that the Chittenden County Regional Planning Commission (CCRPC) intends to apply for an EPA Brownfield Assessment Grant and to use the grant funds, if awarded, to conduct general site assessment activities associated with the characterization of brownfield properties within the CCRPC region of Vermont.

The State of Vermont is very appreciative of your programmatic successes and of your intent to apply for additional grant funding, as CCRPC's local involvement in the Brownfield Program continues to assist us in the assessment of properties in Vermont. The objectives of the assessments are appropriate and consistent and continue to progress the objectives of the Vermont Brownfields Program.

As you progress in your efforts with brownfield assessments, the Vermont DEC looks forward to working collaboratively with the CCRPC and to assist potential developers enter into the Vermont Brownfield Environmental Liability Limitation Program, through which additional cleanup funding is available.

Good luck in the competition.

Sincerely,

Patricia Coppolino, Environmental Program Manager
Brownfields Response Program
Waste Management and Prevention Division



1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

a. Target Area and Brownfields

i. Background and Description of Target Area

Chittenden County (pop. 152,414) is located in northern Vermont and consists of 19 municipalities containing approximately 26% of the state's population. **Our target areas are the cities of Burlington (pop. 42,513), and Winooski (pop. 7,232) which have been local industrialized centers since the 1800s.** Burlington has historically been a lumber port, rail hub, and manufacturing center. Winooski developed around textile mills along the Winooski River. Both cities drew immigrants who came for work with many settling into densely packed neighborhoods. The decline of these traditional industries has left a legacy of contamination. The Vermont Department of Environmental Conservation has identified 376 hazardous waste sites in Burlington (117 are still active). In Winooski, 36 sites have been identified (16 are still active). As noted below, residents of the Target Areas have very high rates of poverty, live in very old housing stock likely containing lead paint and also must pay a punishing percentage of their income on rent.

Table 1. Target Area Demographics

	Burlington	Winooski	Chittenden County	Vermont	National
Population	42,513	7,232	152,414	600,334	314,943,184
Foreign Born Population	12.7 %	17.9 %	9.0 %	4.6 %	13.5 %
Persons in Poverty	24.7 %	31.0 %	11.8 %	11.2 %	14.1 %
Children <18 in poverty	25.6 %	50.4 %	12.9 %	14.1 %	19.5 %
Population, age 65+ in poverty ¹	13.0%	23.1%	7.0%	7.6%	9.3%
Household on Public Assistance	5.2 %	7.9 %	3.4 %	3.5 %	2.5 %
Housing Built Before 1970	62.6 %	62.1 %	37.3 %	43.8 %	38.9 %
Household with 30%+ of Income spent on Rent	56.3 %	53.5 %	51.7 %	46.0 %	46.5 %

Source: www.CensusReporter.org ACS 2018 5-year estimates

Not only is the housing stock old and substandard, the supply is extremely limited, and rents are very high. **Infill development has been identified as a key strategy to remedy this critical housing problem,** but progress has been hampered by the presence of legacy contaminants from the sites noted above. In recognition of the challenges faced by these low-income populations, **Governor Phil Scott named four Opportunity Zones (OZ) in these cities in 2018:** two in Burlington (Census Tracts 5 and 10) and Census Tracts 24 and 25 which comprise all of Winooski. The fifth of the county's five OZs is Census Tract 36 located within three miles of the Target Areas in the City of South Burlington.

ii. Description of the Priority Brownfield Site(s)

Within the Target Area **the Cities have identified three priority districts/blocks with multiple brownfields parcels and infill development potential.** With leveraged investment by either the private & non-profit sectors, conversion of these parcels into new apartments & mixed-used

buildings will remove contamination sources and establish affordable housing within walkable distance of jobs and commerce.

** Burlington, Railyard Enterprise Project (REP) District:* In 2013, the REP planning process was initiated to address multimodal safety, mobility, and transportation issues and advance economic development opportunities in this area adjacent to Lake Champlain. Located within OZ (Census Tract 10), redevelopment progress in this 45-acre old industrial corridor is hampered by the presence of twenty-four (!) brownfields sites. Documented contaminants include petroleum, coal tar, creosote, naphthalene, PCBs, arsenic and lead. The large size of parcels here present diverse opportunities for redevelopment. The western portion of the District abuts Lake Champlain, and several brownfields parcels also include federally designated floodplain.

**Gateway Block:* This 0.3-acre City-owned site is located in OZ Census Tract 5. This Site is impacted by car oil leaks and potential releases from underground storage tanks (USTs) with contaminated soils and possible groundwater contamination from Petro-Benzene and Lead Tetraethyl. Now used as parking lot, it represents the City's best opportunity for significant mixed-use infill development in the heart of downtown with its numerous employment opportunities.

** Winooski, Downtown Core Zoning District:* Three City-owned empty lots (#2, #7D and #8) are located in OZ Census Tract 25 on former mill sites in the Downtown Core Zoning District. These are impacted by upgradient dry cleaner effluent, and metals from old smelting furnaces. The District abuts the Winooski River, and a portion of Lot #2 is located in federally designated floodplain. The District's regulations actively promote high-density mixed-use development.

b. Revitalization of the Target Area

i. Reuse Strategy and Alignment with Revitalization Plans

The Chittenden County Regional Planning Commission (CCRPC) provides planning and technical assistance to the county's municipalities in the areas of Community Development, Transportation, Agriculture, Natural Resources, Housing, Economic Development, Telecommunications and Emergency Management. **Since 2006 we have used our EPA grants to jump-start affordable & mixed-income housing, with a secondary effort on property rehabilitation for commercial use or greenspace.** Our strategy helps to fulfill regional & municipal comprehensive plans and builds upon existing partnerships with non-profit and private sector developers.

The CCRPC 2018 Regional Plan (*"ECOS- Environment, Community, Opportunity, Sustainability"*) calls for investment in areas planned for growth including targeting reuse, rehabilitation, infill, redevelopment, and brownfield investments. **The Plan identifies two critical economic development challenges (1) businesses face a shortage of appropriate development sites in the county, and (2) the high cost and severe shortage of housing are obstacles to workforce recruitment and retention.** This assessment grant will address the development challenges identified in ECOS, as well as support the goals of Burlington's *2013 Downtown & Waterfront Plan*, *2016 Brownfields Area Wide Plan* and *2019 Comprehensive Plan* and Winooski's *2019 Master Plan*.

Burlington, Railyard Enterprise District: An EPA Brownfields Area Wide Planning Grant to the City helped to identify twenty-four brownfield sites in this area of the City's "South End." The conditions analysis (concluded in 2016) guides *"the development and implementation of the City's brownfield sites along the Pine Street corridor as a means to improve the quality of life for Burlington residents, stimulate economic growth and development, and support the improvement and impact transportation options. This Plan will ultimately inform the assessment, clean-up and*

subsequent reuse of the designated sites.”

Burlington, Gateway Block: The City’s 2013 *Downtown and Waterfront Plan* notes that “(t)he re-development of the block ...will help to act as both an anchor and gateway to the downtown... The corner parcel could be transformed from a parking lot to a new mixed-use building with ground-floor retail, creating a more interesting and activated street to help encourage pedestrian activity. Upper floors could be used for offices, apartments, or student housing.”

Winooski’s 2019 Master Plan calls for the development of affordable housing options for a broad range of income levels, additional employment activities and retail uses to serve the local community.

ii. Outcomes and Benefits of Reuse Strategy

As with our prior grants we would use this FY21 grant to support development of several stand-alone apartment buildings or mixed residential/commercial buildings with varying percentages of designated affordable units managed by non-profits. Redevelopment will also be leveraged due to the sites being located in Opportunity Zones. This will benefit residents by reducing exposure to contaminants, creating safer & more affordable housing and generate local job opportunities with businesses opening in newly created commercial space. As in previous years CCRPC assistance would also aid the creation of pocket parks or other public open space. Broader benefits will result such as the removal of blighted buildings, increasing property values, and an expansion of the tax base. Where brick or stone buildings already exist on site, these will likely be reused. Projects in Burlington will be energy efficient as builders must comply with the City’s “Residential and Commercial Building Energy Efficiency Standards.”

c. **Strategy for Leveraging Resources**

i. Resources Needed for Site Reuse

CCRPC will use the grant to leverage contributions from entities who request our support. Typically, for Phase II Environmental Site Assessments (ESA) and Corrective Action Plans (CAP) the CCRPC requires private entities to cover at least 20% of the first \$20,000-\$30,000 in services provided by our Qualified Environmental Professionals (QEP). Requests from non-profits or municipalities are funded at 100%. **With regards to direct remediation, redevelopment or construction, the CCRPC does not conduct these activities. However, the private sector and especially the non-profit sector are quite skilled at accessing loans and tax credits to bring projects to fruition after we help with assessment and cleanup planning.** As an example, both sectors typically use the following: Low Income Housing Tax Credits, Historic Rehabilitation Tax Credits, State of Vermont Affordable Housing Tax Credits, Vermont Housing and Conservation Board loans, Federal HOME funds, Vermont Community Development Program (CDBG) grants, NeighborWorks grants and various debt sources including the Vermont Housing Finance Agency. Additionally, these non-profit and private developers do access Brownfields Revolving Loan Funds operated by other entities in the State.

ii. Use of Existing Infrastructure

Redevelopment will move forward efficiently as existing infrastructure in the Target Area **already includes water, sewer, electricity, natural gas, stormwater, telecommunications along with bus service and an expanding network of designated bike and pedestrian paths and travel lanes.** Both cities have and will continue to maintain and upgrade this infrastructure. For example, in 2018, both Burlington voters approved a \$30 million bond for sewer & stormwater while Winooski voters approved a \$23 million bond for new infrastructure & pedestrian services.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

a. Community Need

i. The Community's Need for Funding

The City of Burlington has cut back dramatically on staff hours assigned to property redevelopment. Winooski is a small city of only 7, 232 population, with a low property tax base and thus has never had dedicated brownfields staff. Due to COVID-19 both cities have lost and will continue to lose revenue from their 1 percent sales taxes. Vermont municipalities are dependent on local property taxes and have tried to keep budgets low in response to regular annual increases in education property taxes which are assessed on a statewide basis. This makes it difficult for municipalities to raise additional taxes to assist with brownfields assessment and Vermont has no county government thus eliminating another potential source of funds and staff for assessment. Finally, **use of CCRPC-secured EPA grants is needed to conduct site assessment on city-owned parcels.**

Our priority will be to continue to assist with redevelopment or construction of new high-density residential and mixed use to benefit low-income residents with a secondary goal of creating new municipal open space. **Using our prior FY16 & FY18 Assessment grants we have already provided more than \$591,000 in assessment and/or cleanup planning assistance to 35 sites to date.** The demand for the QEP services provided by our Program is high. Note, if funding permits we will also address sites in non-target communities particularly in village centers with aging housing and contaminated soils but with good infrastructure in place and near employment opportunities.

ii. Threats to Sensitive Populations

(1) Health or Welfare of Sensitive Populations

As shown in Table 1, sensitive populations in the Target Area include the foreign-born, and those who live in poverty, reside in old housing stock and rely on public assistance. These residents do not have the ability to implement environmental assessments or remediation on their own let alone redevelop blighted properties. **In addition to having higher rates of child poverty and elderly poverty, Burlington and Winooski now host 6,500 refugees (based on arrival numbers since 1987) resettled here as part of the U.S. Refugee Resettlement Program.** Due to their disadvantaged economic circumstances they tend to be concentrated in neighborhoods with the oldest and poorest quality apartments located on or proximate to brownfields properties. Not only is the soil contaminated as noted in section 1 but the buildings themselves can present a health risk. **Almost 80% of residences in Burlington and over 85% of residences in Winooski were built before 1979 and are therefore susceptible to lead paint contamination.** Both Cities have aggressive lead paint abatement programs, but the problem persists. In 2016, 3.4 percent of age 3 and under children tested in the County had elevated blood lead levels greater than or equal to the CDC reporting standard of 5 µg/dL (www.healthvermont.gov). This grant will enable us to assist developers to remove contaminated housing structures and clean contaminated soils.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions

Due to the small populations of each Vermont town, health data below the county level is scarce and not comparable. However, as demonstrated in the table below, women in the county suffer at higher rates than women nationally for cancer overall and for certain cancers in particular.

Table 2. Cancer Incidence Rates per 100,000 people per year, 2013-2017, age adjusted

	All cancer, male	All cancer, female	Breast, female	Uterus, female	Bladder, female	Non-Hodgkin Lymphoma, female
Chittenden County	490.7	426.0	142.1	32.6	9.7	17.2
Vermont	478.1	440.7	131.3	34.1	10.8	16.1
National	488.5	422.2	125.9	27.0	8.6	16.0

Source: www.statecancerprofiles.cancer.gov

With regards to asthma, both Chittenden County and Vermont had an adult rate of 12.0% higher than the 7.7% rate for the USA in 2018 according to the Centers for Disease Control. Asbestos which is common in older homes like the Target Area is known to trigger asthma attacks.

Through assessment by CCRPC-assigned QEPS, contaminated properties will be identified, and cleanup plans developed to remove threats. Property cleanup and remediations will remove toxins from pathways which may be causing the higher rates of cancer occurring among women in Chittenden County while providing new apartment opportunities will reduce exposure to lead paint and asbestos.

(3) Disproportionately Impacted Populations

EPA EJSCREEN Tool data highlights key threats to the Target Area population. Both Burlington and Winooski have high percentages of 45% and 50%, respectively of low-income populations. When compared to state and national averages, these residents are in also high percentiles for incidence or proximity on key environmental indicators relative to the State and the Nation:

Table 3. Environmental Indicators relative to Vermont and National Average

	Lead Paint (% Pre-1960 Housing)		Superfund Proximity (Site count / km distance)		Hazardous Waste Proximity (Facility count / km distance)	
	VT	Nation	VT	Nation	VT	Nation
Burlington	82	79	94	95	92	81
Winooski	85	82	85	89	88	75

Source: www.epa.gov/environmentaljustice

Through assessment by CCRPC-assigned QEPS, contaminated properties will be assessed in detail and cleanup plans developed to remove threats to these populations. By facilitating construction of new apartments, these populations will be able to move out of substandard housing contaminated with lead paint. New development will also spur investment in these neighborhoods which can serve to reduce vandalism, lower crime and foster job opportunities.

b. Community Engagement

i. Project Involvement and ii. Project Roles

The CCRPC will continue to partner with governmental and non-profit agencies, local community groups and the private sector to engage with residents and property owners. Our Brownfields Advisory Committee members and key partners are noted below. **The Committee aids in site selection, cleanup and future reuse by reviewing requests for use of CCRPC QEP services.**

Table 4. Chittenden County Brownfields Program Partners

Partner	Point of Contact	Specific Role in the
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Name		Project
EPA Region One	To be assigned	Federal regulatory review and guidance
Vermont DEC Brownfields Program	Patricia Coppolino, patricia.coppolino@vermont.gov , (802) 249-5822	State regulatory review/ guidance, technical expertise
Members of CCRPC Brownfields Advisory Committee Review applications to CCRPC for assistance with assessments & cleanup planning		
City of Burlington	Grace Ciffo, Community Works Assistant Director, gciffo@burlingtonvt.gov , (802) 735-5309	Outreach to residents on role of brownfields redevelopment, host public meetings
City of Winooski	Heather Carrington, Community & Economic Development Officer, hcarrington@winooskivt.gov , (802) 655-6410, x20	Outreach to residents on role of brownfields redevelopment, host public meetings
Greater Burlington Industrial Corporation	Curt Carter, Senior Vice-President, curt@vermont.org , (802) 862-5726, x14	Outreach to business community on potential CCRPC assistance & private sector expertise
Lake Champlain Basin Program	Matt Vaughan, PhD, Technical Coordinator, mvaughan@lcbp.org , (802) 372-0216	Natural resources expertise
University of Vermont	Pablo Bose, PhD, Director of Global & Regional Studies Program, pablo.bose@uvm.edu , (802) 656-5717	Expertise on immigrant communities
Private Sector, retired	Marcel Beaudin, Architect Emeritus, (802) 862-9633	Private sector expertise
CCRPC Board member	Justin Dextradeur, citizen, (802) 734-9217	Housing development experience
Additional Partners		
Champlain Housing Trust	Amy Demetrowitz, Director of Real Estate Development amy.demetrowitz@champlainhousingtrust.org , (802) 862-6244	Outreach to non-profit housing development community
Vermont Housing Finance Agency	Seth Leonard, Managing Director of Community Development, sleonard@vhfa.org , (802) 652-3403	Non-profit housing financing expertise

iii. Incorporating Community Input

We will gather input from our partners, residents, and local property owners on which discrete parcels to assess in the Target Area and incorporate it into our tasks after consultation with our Advisory Committee. Public outreach will be tailored to meet the needs the surrounding

community. In response to COVID-19, we have moved all of our community-engagement means to online via email and online meetings via Zoom or GoToMeeting. Given the special language needs of the different refugees we will contract for translation services for written outreach materials and meetings. Our diverse Advisory Committee members will distribute information to their constituencies. We will report project progress on our website (www.ccrpcvt.org) and via media interviews and will engage in face-to-face outreach at community & municipal meetings should COVID restrictions ease.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRES

a. Description of Tasks/Activities and Outputs

i. Project Implementation

Task 1: Cooperative Agreement Oversight
i. Project Implementation <ul style="list-style-type: none"> • Preparation & distribution of Request for Qualifications (RFQ) to competitively procure multiple QEPs to conduct assessments, prepare cleanup plans and conduct any required archeological / historic preservation investigations. • Regular updates to ACRES and submission of Quarterly Reports and other grant-related documentation and regular phone /email communication with EPA Region One Project Officer and VT DEC staff. • Registration and travel to one National Brownfields Conference and to three Vermont or New England Brownfields trainings • In-kind funding associated with this task includes 200+ hours of financial administrative support by Forest Cohen, CCRPC Senior Business Manager
ii. Anticipated project schedule <ul style="list-style-type: none"> • Issue RFQ and select QEPs in first quarter • ACRES reporting and other required documentation for the duration of grant. • Trainings as available for the duration of grant.
iii. Task/Activity Leads <ul style="list-style-type: none"> • CCRPC staff will implement this Task with assistance in review of RFQ responses by our Brownfields Advisory Committee (see Section 2.b. above)
iv. Outputs <ul style="list-style-type: none"> • 12 Quarterly Reports and regular ACRES updates
Task 2: Community Outreach
i. Project Implementation <ul style="list-style-type: none"> • Outreach to municipal officials, neighborhood groups, property owners and general public • Outreach to & solicitation of proposals from non-profit & private developers • Site selection for assessment and cleanup planning assistance by CCRPC Brownfields Advisory Committee composed of community partners (see Section 2.b. above) • Organization, hosting & record-keeping for Brownfields Advisory Committee. • In-kind funding associated with this task includes 600+ person-hours of Committee member time for minimum 5 members for 12 meetings.
ii. Anticipated project schedule <ul style="list-style-type: none"> • Outreach materials (handouts, website) will be updated in the first quarter. • Outreach activities will be conducted for the duration of grant.
iii. Task/Activity Leads <ul style="list-style-type: none"> • CCRPC staff, assisted by Project Partners (see Section 2.b. above) will implement this Task.

iv. Outputs
<ul style="list-style-type: none"> • Presentations to municipal bodies, community groups, housing development conferences • Maintenance of CCRPC Brownfields Program webpage • Minimum 12 meetings of Brownfields Advisory Committee
Task 3: Phase I and Phase II Assessments
i. Project Implementation
<ul style="list-style-type: none"> • Completion of site eligibility approvals as applicable by VT DEC and/or EPA and completion of site access agreements • Assignment to QEPs and completion by QEPs of Phase I & Phase II ESAs and any NHPA Section 106 required investigations
ii. Anticipated project schedule
<ul style="list-style-type: none"> • Activities associated with this task will be conducted for the duration of the grant period.
iii. Task/Activity Leads
<ul style="list-style-type: none"> • Selected QEPs will lead Phase I & Phase II Assessments and Section 106 investigations.
iv. Outputs
<ul style="list-style-type: none"> • Selection, completion of eligibility forms & access agreements for 10 sites, minimum • Eight (8) Phase I ESAs and two (2) Section 106 investigations • Six (8) Phase II ESAs including eight Quality Assurance Project Plans
Task 4: Cleanup Planning
i. Project Implementation
<ul style="list-style-type: none"> • Assignment to and completion of Corrective Action Plans (CAPS) • Enrollment of sites in Vermont Brownfields Reuse & Environmental Liability Limitation Program (BRELLA)
ii. Anticipated project schedule Project Implementation
<ul style="list-style-type: none"> • Activities associated with this task will be conducted for the duration of the grant period.
iii. Task/Activity Leads
<ul style="list-style-type: none"> • Selected QEPs will lead Cleanup Planning.
iv. Outputs
<ul style="list-style-type: none"> • Four (4) Corrective Action Plans and/or Analyses of Brownfields Cleanup Alternatives.

b. Cost Estimates

Task 1 – Cooperative Agreement Oversight:

Personnel: 120 hours @ \$39 per hour = \$4,680 Fringe: 120 hours @\$15 per hour = \$1,800
Travel \$1,600 (travel/lodging/fees/meals) for one to National Brownfields Conference and \$400 for mileage costs for Vermont / New England workshops/trainings = \$2,000

Task 2 – Community Engagement:

Personnel: 120 hours @ \$39 per hour = \$4,680 Fringe: 120 hours @\$15 per hour = \$1,800
Contractual: fees for booth space at appropriate housing/development conferences, for renting community space for meetings and translation services as needed = \$1,160

Task 3 – Site Assessment Activities:

Personnel: 160 hours @ \$39 per hour = \$6,240 Fringe: 160 hours @\$15 per hour = \$2,400
Contractual: Eight (8) Phase I Environmental Site Assessments @ \$3,000 each = \$24,000; Two (2) NHPA Section 106 investigations assessments @ \$3,000 each = \$6,000 and Six (6) Phase II Environmental Site Assessment @ \$25,000 each = \$150,000

Task 4 – Site Reuse and Cleanup Planning:

Personnel: 60 hours @ \$39 per hour = \$6,240 Fringe 60 hours @\$15 per hour = \$2,400

Contractual: Four (4) ABCA/CAPS @ \$6,000 each = \$24,000

Table 5. Assessment Grant Budget

	Task 1	Task 2	Task 3	Task 4	Total
	Cooperative Agreement Oversight	Community Outreach	Phase I & Phase II Assessments	Cleanup Planning	
Personnel	\$4,680	\$4,680	\$6,240	\$2,340	\$17,940
Fringe	\$1,800	\$1,800	\$2,400	\$900	\$6,900
Travel	\$2,000	\$0	\$0	\$0	\$2,000
Supplies	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0
Contractual	\$0	\$1,160	\$180,000	\$24,000	\$205,160
Other	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$8,480	\$7,640	\$188,640	\$27,240	\$232,000
Indirect Costs	\$0	\$0	\$0	\$0	\$0
Total Budget	\$8,480	\$7,640	\$188,640	\$27,240	\$232,000

c. Measuring Environmental Results

Project outcomes will be tracked in terms of sites assessed and cleanup plans produced and reported through ACRES. Long term outcomes will be monitored through contact with the cities. Project outputs will be measured, tracked and documented monthly in CCRPC's project management software and in quarterly progress reports and property profile information entered in the ACRES database. These will include assessment reports and cleanup plans prepared by our contractors, photos and other media, and metrics such as dollars & jobs leveraged.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

a. Programmatic Capability

i. Organizational Structure and ii. Description of Key Staff

Dan Albrecht, Senior Planner, is the CCRPC's Brownfields Program Director with 9 years of direct experience managing all technical and administrative requirements of CCRPC's Brownfields Assessment grants including the recent FY 16 & FY18 grants and over 25 years managing other Federal environmental grants. He will continue to liaise directly with EPA Region One and Vermont DEC staff. Forest Cohen, Senior Business Manager will continue to manage financial accounting and reporting of any EPA grants as he has since 2008.

iii. Acquiring Additional Resources

We will publish a new RFQ to solicit QEPs to implement Site Assessments and develop cleanup plans for sites recommended for assistance by our Brownfields Advisory Committee. Prospective QEPs will be evaluated based upon their qualifications & experience and their understanding of applicable Vermont brownfields laws and regulations and EPA requirements and policies.

b. Past Performance and Accomplishments

i. Currently Has or Previously Received an EPA Brownfields Grant

(1) Accomplishments

The CCRPC has received 5 EPA Brownfields Assessment grants. Data for the 3 most recent are:

Table 6 – Previous Brownfields Assessment Grants received by CCRPC

Grant #	Award Fiscal Year	Type	Funds Expended	# Sites assessed / # Sites cleaned & development ready or completed
BF-00A00483 Status: Current	2018	Petroleum	\$65,443*	4 / 2
		Hazardous	\$168,642*	11 / 8
BF-00A00214 Status: Closed	2016	Petroleum	\$171,342	10 / 3
		Hazardous	\$199,346	10 / 7
BF-96131101-0 Status: Closed	2010	Petroleum	\$184,051	7 / 5
		Hazardous	\$193,650	4 / 3

* as of September 30, 2020. Drawdown from EPA through 9/11/20 is \$225,477.50 or 75.2%.

Table 7. Major Brownfields Redevelopment aided by prior CCRPC Assessment Grants

Property & Year Constructed <i>all located in Burlington unless otherwise noted</i>	QEP Services Provided
Richmond Creamery, Town of Richmond: 14 apartments & 25,300 SF Commercial (2020)	Phases I & II and archeological; Corrective Action Feasibility Investigation
0 Browns Ct: 104 apartments (2019)	Phases I & II and archeological
316 Flynn Ave., 30 apartments & 3000 SF Commercial (2018)	Phase II & CAP
207 Flynn Avenue: 14,000 SF grocery co-op (2017)	Phase II Supplemental
27, 35-37 and 47 Bright St.: 44 non-profit managed apartments (2016)	Phase II & archeological
237 North Winooski Ave.: 28 apartments & 1,500 SF commercial (2015)	Phase II, archeological & CAP
Waterfront North: new skateboard park, constructed wetlands, bikepath upgrades and public parking (2015)	Phase II and archeo assessments; CAP; and Soil monitoring;

(2) Compliance with Grant Requirements

CCRPC has submitted all required work plans, quarterly progress reports, MBE/WBE reports, and annual financial reports as well as all QAPPs, ESA's and CAPS on a timely basis. The ACRES database is updated quarterly for all active sites along with progress reports. Environmental consultants were and will be hired using an open, competitive procurement process compliant with State and Federal regulations. We have used a similar process to procure archeological consultants to ensure sufficient independence from our environmental consultants. We have ensured that field investigation contractors have site-specific Health & Safety Plans, as required by OSHA. We contact our Project Officer and/or the VT Division of Historic Preservation for all invasive sampling projects and, as directed, have conducted and submitted Section 106 archeological assessments prior to field sampling, and complied with any archeological recommendations.

**Chittenden County Regional Planning Commission, Vermont
Brownfields Community-wide Assessment Grant Application**

THRESHOLD CRITERIA RESPONSES

Community-wide proposals

1. Applicant Eligibility

Vermont statute authorizes municipalities to create a regional planning commission.

Title 24 V.S.A. Chapter 117 §4341. Creation of regional planning commissions

(a) A regional planning commission may be created at any time by the act of the voters of the legislative body of each or a number of contiguous municipalities, upon the written approval of the Agency of Commerce and Community development. Approval of a designated region shall be based on whether the municipalities involved constitute a logical geographic and a coherent socioeconomic planning area. All municipalities within a designated region shall be considered members of the regional planning commission. For the purpose of a regional planning commissions carrying out its duties and functions under State law, such a designated region shall be considered a political subdivision of the State.

The municipalities in Chittenden County founded the Chittenden County Regional Planning Commission (CCRPC) in 1966. CCRPC is eligible to apply for this grant as a “Regional Council or group of General Purpose Units of Local Government.”

2. Community Involvement

The CCRPC will continue to engage in outreach with neighborhood residents, community leaders, local property owners and small businesses to solicit engagement and participation with our Brownfields program. Public outreach will be tailored to meet the needs of the different blocks/districts and the surrounding community and may range from formal presentations to follow-up discussions with individuals. The CCRPC has also completed a demographic profile of Chittenden County and its service area, including detailed mapping of limited English proficiency (LEP), low income, and non-white populations. This profile will prove especially useful in engaging members of the refugee community that have settle in Burlington and Winooski in recent years. Given the special language needs of the many immigrant communities CCRPC provides translation for written outreach materials and at meetings. Last, the diverse membership of our Brownfields Advisory Committee is a key mechanism to gather community input by providing useful contacts in the governmental, non-profit and private sectors and within local neighborhoods. Details on outreach and progress reporting are as follows:

Outreach & Progress Reporting	Activity Description
CCRPC website	(https://www.ccrpcvt.org/our-work/economic-development/brownfields/): post application procedure to request assistance of CCRPC Qualified Environmental Professionals with assessment & cleanup plans; post

**Chittenden County Regional Planning Commission, Vermont
Brownfields Community-wide Assessment Grant Application**

	Brownfields Advisory Committee agendas and minutes; post copies of project updates and reports; host PDFs of CCRPC brownfields brochure
Information Repository	The CCRPC will serve as the repository for hard copies of all program-related documents, assessments, cleanup plans, etc. for review by the public.
Public Meetings	Public meetings of CCRPC's Brownfields Advisory Committee will be held during and after the site/project selection process. We anticipate 12 meetings during the 3-year grant period. All meetings whether held exclusively online or in person will be open to the public with agendas and minutes posted in accordance with the Vermont Open Records Law.
Presentations to municipal and non-municipal group	The CCRPC will deliver presentations to appropriate committees of the City of Burlington and City of Winooski. The CCRPC will also present information or host information tables/booth on the program to Neighborhood Associations, to the annual Vermont Development Conference and the annual Vermont Statewide Housing Conference.
Email newsletter	The CCRPC will use its monthly newsletter to promote the program and provide regular updates.
Press releases and media relations	Announcement of available funds for assistance with assessment and cleanup planning will be distributed to 20+ media outlets in the County twice in the first year and then one release each in year two and three. CCRPC staff will be interviewed by the media or participate in media programming as requested.
Email and listserves	The CCRPC will use its email networks to announce and promote the program.
Informal measures (subject to COVID restrictions)	The CCRPC will set up informational tables at weekend farmer's markets and local community events such as community dinners.

3. Expenditure of Assessment Grant Funds

As of September 23, 2020, the Chittenden County Regional Planning Commission has received payment from EPA for 75.2% of our \$300,000 FY18 Assessment Grant (BF00A00483). See attached PDF of a data-pull from EPA's Compass Data Warehouse.

Based upon current obligations to fund QEP services at various sites as well as new requests we anticipate spending down the remaining funds by March 31, 2021.

**Document Summary:** [General Ledger Entries](#)

Doc Type: GO

Doc No: BF00A00483

Vendor Code: 036015624A V

IGMS Grant No: 00A000483-0

IGMS Budget Start Date: 07/01/2018

IGMS Budget End Date: 09/30/2021

IGMS Project Start Date: 07/01/2018

IGMS Project End Date: 09/30/2021

Order Date: 07/30/18

Closed Date:

Servicing Finance Office: LVFC

Order Amount: \$300,000.00

Net Paid Amount: \$225,477.50

Closed Amount: \$225,477.50

Available Amount: \$74,522.50

Vendor: CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

Vendor Legal Name: CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

Alternate Vendor:

Description:

Extended Description:

GPAS FFR Status: 07/31/2018-Grant entered into GPAS by RTPFC

Document Details: [Expand](#)

Line#	Line Amt	Expended Amt	Closed Amt	Refunded Amt	Available Amt	BFY	Fund	Org	Program	Project	FOC	CostOrg	Comments	Extended Description
1	\$100,000.00	\$64,039.62	\$64,039.62	\$0.00	\$35,960.38	2018	E4	0160AG7	000D79XBP	G1000R00	4114		RQ18010CG013	Amend0
2	\$200,000.00	\$161,437.88	\$161,437.88	\$0.00	\$38,562.12	2018	E4	0160AG7	000D79	G100NY00	4114		RQ18010CG013	Amend0

Document Activities:

Date	Ref Amount	Related Document	Direction	Date	Ref Amount	Related Document	Date	Ref Amount	Related Document
09/11/2020	\$12,222.82	DT 20AS1248800	Forward						
08/10/2020	\$30,349.99	DT 20AS1243718	Forward						
07/02/2020	\$9,638.26	DT 20AS1238247	Forward						
06/05/2020	\$3,817.24	DT 20AS1233967	Forward						
06/02/2020	\$8,787.07	DT 20AS1233353	Forward						
04/15/2020	\$21,469.08	DT 20AS1225968	Forward						
03/04/2020	\$2,539.06	DT 20AS1219403	Forward						
02/11/2020	\$14,817.31	DT 20AS1215702	Forward						
01/14/2020	\$9,657.58	DT 20AS1211121	Forward						
12/23/2019	\$8,019.15	DT 20AS1208220	Forward						
11/13/2019	\$25,807.30	DT 20AS1201207	Forward						
10/15/2019	\$4,066.68	DT 20AS1196112	Forward						
09/18/2019	\$449.46	DT 19AS1191970	Forward						
08/12/2019	\$7,714.09	DT 19AS1185636	Forward						
07/12/2019	\$8,301.25	DT 19AS1180705	Forward						
06/25/2019	\$2,364.41	DT 19AS1178098	Forward						
04/26/2019	\$13,881.13	DT 19AS1168008	Forward						
04/03/2019	\$20,201.71	DT 19AS1164120	Forward						
03/12/2019	\$881.74	DT 19AS1160529	Forward						
02/15/2019	\$1,336.04	DT 19AS1156595	Forward						
01/23/2019	\$489.27	DT 19AS1152426	Forward						
12/17/2018	\$1,331.21	DT 19AS1146603	Forward						
11/06/2018	\$9,520.00	DT 19AS1139869	Forward						
10/05/2018	\$138.00	DT 19AS1134808	Forward						
09/17/2018	\$7,677.65	DT 18AS1131398	Forward						
07/31/2018	\$300,000.00	RQ 18010CG013	Back						

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

10/28/2020

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

BF

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Chittenden County Regional Planning Commission

* b. Employer/Taxpayer Identification Number (EIN/TIN):

* c. Organizational DUNS:

1600003110000

d. Address:

* Street1: 110 West Canal Street

Street2: Suite 202

* City: Winooski

County/Parish: Chittenden

* State: VT: Vermont

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 05403-2194

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Daniel

Middle Name:

* Last Name:

Albrecht

Suffix:

Title: Senior Planner

Organizational Affiliation:

Chittenden County Regional Planning Commission

* Telephone Number: 802-861-0133

Fax Number:

* Email: dalbrecht@ccrpcvt.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-20-06

* Title:

FY21 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Chittenden County Vermont Brownfields Assessment Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant VT-001

* b. Program/Project VT-001

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 10/01/2021

* b. End Date: 09/30/2024

18. Estimated Funding (\$):

* a. Federal	232,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	232,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☒ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. * First Name: Charles

Middle Name:

* Last Name: Baker

Suffix:

* Title: Executive Director

* Telephone Number: 802-735-3500 Fax Number:

* Email: cbaker@ccrpcvt.org

* Signature of Authorized Representative: Charles Baker * Date Signed: 10/28/2020